

UNITED STATES MARINE CORPS MARINE CORPS BASE QUANTICO, VIRGINIA 22134-5001

MCBO 10570.2D B 27 15 June 10

MARINE CORPS BASE ORDER 10570.2D w/Ch 1

From: Commander

To: Distribution List

Subj: CONTROL OF PETS

Ref: (a) MCO P11000.22

Encl: (1) Sample Letter of Pet Revocation Privileges

(2) Sample Letter of Animal Incident/Complaint Warning

(3) Impound/Release Waiver Agreement

1. <u>Purpose</u>. To issue policy and instructions for the registration, immunization, and control of pets aboard Marine Corps Base, Quantico (MCBQ). This Order applies only to privately owned animals (or pets), in particular: dogs and cats owned by service members, their dependents and their guests. This policy applies throughout the boundaries of MCBQ and to all government-owned family housing and Public Private Venture (PPV) privatized housing areas located or accessed via MCBQ.

2. Cancellation. MCBO 10570.2C.

3. Summary of Revision. This Revision is based on a change in reference (a) to provide for the health, safety and tranquility of all DOD employees, family members, and visitors aboard Marine Corps installations. The rise in ownership of large dog breeds with a predisposition towards aggressive or dangerous behavior, coupled with the increased risks of tragic incidents involving these dogs, necessitates a strong preventive approach. This Order is a significant revision and should be thoroughly reviewed.

4. Definitions

- a. <u>Adequate Feed</u>. The provision, at suitable intervals, but at least once a day, of quantities of wholesome foodstuff suitable for nutrition in each animal.
- b. <u>Adequate Shelter</u>. A shelter that may reasonably be expected to protect the animal from physical suffering or impairment of health due to exposure to the elements or adverse weather.

- c. <u>Adequate Water</u>. The pet must be provided an adequate supply of clean, potable water in a sanitary manner at least daily.
- d. Animal Abuse/Neglect. Any incident in which an animal is not properly being cared for, i.e., lack of food, water, or shelter as prescribed by this Order. Any beating or kicking of an animal that results in injury or death, any neglect resulting in starvation, or willful abandonment.
- e. <u>Nuisance Animal</u>. Any animal that makes excessive noise, damages the property of others or is aggressive or threatening towards people or other pets, or otherwise annoys the residents of the neighborhood.
- f. Privately Owned Allowable Pets. Includes primarily domestic dogs (except as noted below) and cats, rabbits, domestic ferrets, amphibians, fish, birds, and horses properly kept at the base stables.
- g. Prohibited Pets and Breeds. Full or mixed breeds of Pit Bulls and/or Rottweilers, canine/wolf hybrids, any wild animal or any dog crossed with a wild animal (e.g., wolf), or any canine breed or mixed breed with dominant traits of aggression that presents an unreasonable risk to the health and safety of personnel. Also prohibited are any farm animals except those permitted by other provisions of this Order, reptiles, and other exotic species to include, but not limited to, bats; raccoons; skunks; foxes; deer; quail; ducks; poisonous snakes; monkeys; or alligators. Additionally, any animal that is determined by procedures set out within this Order to be a dangerous or vicious animal is prohibited and will be debarred from the Base.
- h. <u>Dangerous Animal</u>. For purposes of this order, the term "dangerous" means any animal that has attacked, bitten, or inflicted injury on a person or another animal, or killed another animal.
- i. <u>Vicious Animal</u>. For purposes of this Order, the term "vicious" means any animal that has:
 - (1) Killed a person and/or,
- (2) Inflicted serious injury to a person, including multiple bites, serious disfigurement, serious impairment of health, or serious impairment of a bodily function.

5. Information

- a. Ownership and possession of a pet aboard this Base is a privilege granted by the Commander, MCBQ. This Order is punitive and any violation thereof by military personnel is punishable criminally or administratively as a violation of the Uniform Code of Military Justice. Violation by any other person subjects the violator to trial in the Federal courts for violation of the Federal Assimilative Crimes Act, 18 U.S.C. §13. Other possible sanctions include warnings or potential debarment from the Base for the pet. This policy is not intended to address control of Department of Defense owned animals or government owned (non Department of Defense) animals.
- b. All dogs and cats must be registered at the Vehicle Registration Office, Provost Marshal's Office (PMO), Bldg 2043, Barnett Ave, Quantico, VA. Proof of registration must be submitted to the local Family Housing Office, prior to entry into family housing units. Proof of current required rabies vaccination pursuant to Virginia state law and evidence of the animal's breed from a licensed civilian veterinarian or formal breed identification (e.g., certification by a civilian organization such as the American Kennel Club) are required in order to register the animal. The Base Veterinarian Clinic will not perform Breed Determinations. In the case of pets that are less than 4 months of age, the pet will be registered contingent upon vaccination information being provided to the Vehicle Registration Office, PMO, before the animal reaches the age of 5 months. The Vehicle Registration Office will not register any animal that does not meet the guidelines of this Order.
- c. Vaccinations may be obtained at the Base Veterinarian Clinic or at any licensed civilian veterinarian in the area. The Base Veterinarian Clinic can be reached by calling 703-784-2770/2779 for information on hours of operation and available services. All dogs and cats must wear a collar at all times with a valid, current rabies vaccination tag or pet registration tag attached to the collar. Upon assignment to family housing, owners will ensure an additional tag with the current address of the owner is attached to the pet within 30 days of occupancy in family housing.
- d. All owners of cats and dogs shall have the animals implanted with a microchip identification device upon arrival aboard the Base. The Base Veterinarian can provide this service at the expense of the owner or the owner may use a veterinarian

of their choice. Failure to comply with the microchip requirements warrants removal of the animal from the Base.

- e. Dogs and cats will be vaccinated at the owner's expense against rabies every 1 to 3 years depending on the age of the animal, vaccination history, and state laws.
- f. Any person bitten, scratched, or attacked by any animal must report the incident to the Provost Marshal's Office. The person must also report to the Naval Health Clinic, Quantico (NHCQ) to fill out a DD Form 2341, Report of Animal Bite Potential Rabies Exposure. NHCQ will forward a copy of every DD Form 2341 to the PMO and the Base Veterinarian Clinic. When any animal bite occurs, or significant scratch that bleeds or breaks the skin, the PMO will quarantine the animal for a period of 10 days at the Prince William County Animal Shelter. The shelter costs for the quarantine will be paid by the pet owner. If a longer period is required, the owner must find a suitable kennel at the owner's expense.
- (1) PMO will be notified of all animal bites or nuisance complaints. Military police/civilian police (MP/CP) will respond to all bite and injury incidents and animal nuisance complaints, and will complete an Incident Complaint Report and issue an appropriate violation notice. PMO will track the bite and nuisance complaint or warning history of each animal registered aboard MCBQ.
- (2) All reports of animal bites, to include animal bites on humans as well as animal bites on other animals that result in death or serious injury to the receiving animal, and reports of animal abuse or neglect, shall be forwarded to the Command Inspector General. All animal nuisance complaints or warnings shall be forwarded to the Command Inspector General. The second nuisance complaint on a particular animal will result in consideration by the Command Inspector General and the Decision Advisory Panel for revocation of pet privileges.
- (3) Any animal may be determined to be "dangerous," "vicious," or a nuisance by the Command Inspector General based on recommendations from the Decision Advisory Panel, the Provost Marshal's Office, and/or the Base Veterinarian Clinic. The determination will be based on, but not limited to, the breed of the animal, documented aggressive or threatening behavior of the animal, and other guidelines as established in this Order.

- g. Owners are responsible at all times for controlling the behavior of their pets. No animal will be allowed to roam free at any time. All pets, with the exception of dogs and cats, must be permanently maintained within the owner's family quarters and must be adequately and humanely confined in cages or aquariums.
- h. Residents of family housing will be limited to a total of two dogs or cats, specifically two (2) dogs or two (2) cats or one (1) dog and one (1) cat.
- i. Residents of bachelor housing are prohibited from keeping cats or dogs in Bachelor or Family Housing.
- j. All violations of policy established by this Order should be reported to the Military Police Desk Sergeant (703-784-2251). PMO shall notify and provide the Head, Family Housing Branch, a copy of issued Minor Offense Reports (MOR), Pet Revocation Privileges and Animal Incident/Complaint Warning Letters for inclusion in resident lease file.
- k. Breeding of dogs or cats, whether intentional or accidental, is expressly prohibited aboard MCBQ. No pets will be kept aboard this Base for commercial breeding purposes. There is no requirement that dogs or cats be spayed or neutered, but owners are strongly encouraged to pursue this procedure for their pet. Owners of pets which have reproductive organs intact must maintain awareness of the risks of unwanted pet pregnancy. Pets which are "in heat" can induce unwanted behavior in other pets including increased aggression, and produce unwanted puppies and kittens that are often abandoned or worse, are subjected to inhumane treatment. The choice to spay or neuter a pet is a responsible and prudent measure which ultimately benefits all residents.
- 1. Animals will not be left unattended in vehicles at any time.
- m. Visitors, sponsors and their dependents will not bring prohibited animals aboard MCBQ at any time. Authorized patrons will not be restricted access to services provided by on-base U.S. Army Veterinary Treatment Facilities. Entry of authorized patrons with pets that are otherwise prohibited access aboard MCBQ under this Order will be for the sole purpose to obtain care, involving travel immediately to and from the veterinary treatment facility only, with no other stops aboard the Base authorized. The animal must be on a leash any time the animal is not in a vehicle. Dogs that have been debarred from MCBQ shall not be brought on base for veterinary services.

6. Animal Shelters, Debarment, and Impounding

- a. There are two civilian animal shelters in the area, Prince William County Animal Shelter and Stafford County Animal Shelter. These agencies accept dogs and cats that owners voluntarily relinquish.
- The Command Inspector General has the authority to revoke pet privileges aboard MCBQ and order any pet debarred. If the Command Inspector General determines a pet to be dangerous or vicious, the animal will be removed from the Base and placed in the Prince William County Animal Shelter at the cost of the owner. Pet owners desiring to appeal the decision must submit their appeal in writing to the Command Inspector General for review. The appeal will then be forwarded to the Commander, MCBQ for approval or disapproval. Pending the appeal to the Base Commander, the pet will remain at the Prince William County Animal Shelter at the cost of the owner. After 10 working days, animals taken to the Prince William County Animal Shelter that are not claimed by the owner will become available for immediate adoption or humane disposal. Debarred animals will not be allowed to return to the Base without approval from the Commander, MCBO.
- c. PMO will issue a violation notice for any pet that is not registered and/or not kept in accordance with this Order. MP/CP will immediately impound any animal that is a prohibited pet or prohibited breed in accordance with paragraph 4g (Prohibited Pets and Breeds), unless the pet owner or MP/CP can determine a waiver is in effect. Impounded animals will be taken to the Prince William County Animal Shelter. Animals that are not claimed by the owner within 5 working days, after written personal notice is delivered to the owner by PMO, become available for immediate adoption or humane disposal. Quarantined animals are exempt from this 5 day rule during the quarantine period. All costs of transporting and housing an animal at the Prince William County Animal Shelter are the responsibility of the pet owner.

7. Requests for Waiver and Grandfather Clause

a. Grandfather Waiver Requests. Residents of government-owned or PPV-owned family housing currently in possession of properly registered dogs meeting the prohibited pets and breeds definition of paragraph 4g above may keep their pet dog in family housing through 30 September 2010 provided the following "grandfather" provisions are met:

- b. Pet owner residents must have submitted for a waiver of reference (a) within 60 calendar days from 11 August 2009, and receive approval of waiver from the Commander, MCBQ.
- c. Dogs to be waived under reference (a) must pass a nationally-recognized temperament test, administered and interpreted by individual(s) who have been certified in the technique and evaluation of the test results, at the service member resident's expense. Such tests include Canine Good Citizen (AKC) and the Delta Test (Delta Society). Questionable animals may be referred to a board certified veterinary behaviorist. Waiver authority for purposes of "grandfathering" will only be considered and granted by the Commander, MCBQ.
- d. Pet owner residents shall comply with all provisions of this Order as well as applicable local, state, and Base directives for their registered pet(s) to remain in government-owned or PPV family housing.
- e. Waiver approval expires upon vacating family housing at the waiver approved duty station or at the end of the grandfather period of 30 September 2010, whichever is soonest.
- f. Waiver approval for a pet dog will be terminated upon determination that the dog is found to be a dangerous or vicious dog.

8. Action

- a. Pet Owners. Pet owners residing in family housing will:
- (1) Keep domestic dogs or cats in the occupant's quarters or in a fenced yard. Owners are responsible at all times for controlling the behavior of their pets. No animal will be allowed to roam free at any time.
- (2) Keep dogs on a leash during walking or exercising, by a responsible person that is fully capable of controlling the animal at all times. Although cats are not required to be on a leash, owners are fully responsible for their cats control and actions at all times. Occupants must remove and properly dispose of all animal waste created by their pets within their own yard, any public area, or in the yards of others.
- (3) Do not leave pets unattended while restrained to a fixed object outside of the quarters.

- (4) Do not allow their animal(s) to create or become a nuisance through loud, excessive, or continuous noise (i.e., barking).
- (5) Provide adequate food, water, shelter, and reasonable medical care for their animals at all times.
- (6) Notify the Vehicle Registration Office at 703-784-2800 in any case of a pet's death or permanent removal, to include the owner's permanent change of station, or upon change of ownership.
- (7) Comply with the contents of this Order. Pet owners found in violation will be cited by the PMO. Failure to obey warnings may result in base debarment of the pet.
- b. <u>Command Inspector General</u>. Conduct the Decision Advisory Panel to monitor animal bite incident and/or nuisance reports to consider debarment or other sanctions against pets or pet owners.
- c. Assistant Chief of Staff, G-5. Ensure the Head, Family Housing Branch, notifies occupants residing in housing aboard the Base of this Order and provides each occupant residing in housing aboard MCBO a copy.
- d. <u>Provost Marshal</u>. Ensure that every reported and/or investigated animal bite, injury incident, or nuisance complaint is reported on the Blotter and referred to the Command Inspector General.
- e. <u>Commander, Naval Health Clinic, Quantico</u>. Ensure a copy of each DD Form 2341 is forwarded to the PMO and the Base Veterinarian Clinic.
- f. <u>Base Veterinarian Clinic</u>. Ensure any report or examination of an animal bite on a person or on another animal is forwarded to the PMO.

/s/

D. J. CHOIKE

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MCBO 10570.2D Ch 1 B27 24 Oct 11

MARINE CORPS BASE ORDER 10570.2D Ch 1

From: Commander

To: Distribution List

Subj: CONTROL OF PETS

Encl: (1) New page insert to MCBO 10570.2D

1. Situation. To transmit a new page insert to the basic Order.

2. <u>Mission</u>. Remove and replace the corresponding page contained in the enclosure.

3. Execution

a. Remove pages 2,3,4,6 and 8 and replace with corresponding pages in the enclosure.

b. Remove enclosures (2) and (3) and replace with enclosures contained in enclosure (1).

4. <u>Filing Instructions</u>. File this Change transmittal immediately following the signature page of the basic Order.

/s/

D. J. CHOIKE

DISTRIBUTION: A

SAMPLE LETTER OF PET REVOCATION PRIVILEGES

HEADING

10570 (Office Code) (Date)

From: Command Inspector General, Marine Corps Base, Quantico

To: PET OWNER

Subj: PET REVOCATION PRIVILEGES

Ref: (a) MCBO 10570.2D

Encl: (1) Copy of Animal Incident/Complaint Warning Letter

- 1. On **DATE**, your pet (**TAG#**), **PET DESCRIPTION**, was determined to be in violation of the reference for the **NUMBER OF TIMES**.
- 2. The first incident/violation occurred on **DATE**, and the second on **DATE**.
- 3. The warning letter that you received after your pet's ______violation, the enclosure, informed you that a subsequent complaint would require you to permanently remove the animal from the confines of Marine Corps Base, Quantico. Accordingly, this letter is to inform you that your privileges to maintain this CANINE or FELINE or ANIMAL on Base are hereby revoked.
- 4. The pet will be quarantined for 10 days at the Prince William County Animal Shelter for the mandatory quarantine period. You will then be allowed 10 additional calendar days to remove the pet from the Prince William County Animal Shelter. You must make arrangements to remove the pet from the Prince William County Animal Shelter by TIME/DATE. If not picked up by TIME/DATE, the animal may be placed up for adoption or be disposed of in a humane manner per the reference. You will be required to pay any boarding fees at the shelter prior to release of the animal. You are also advised that in addition to this administrative action, further administrative or disciplinary action may be taken by your commanding officer and/or the Command Inspector General.

SAMPLE LETTER OF ANIMAL INCIDENT/COMPLAINT WARNING

5. Your signature and date below this statement verifies that you have received this letter and understand all the requirements contained herein.

/Signature/

I, _____, have read the above letter on ____ and will comply with the reference.

Copy to:

Pet Owner's Bn Commander

Head, Family Housing Branch

Command Inspector General

SAMPLE LETTER OF ANIMAL INCIDENT/COMPLAINT WARNING

HEADING

10570 (Office Code)

(Date)

From: Military Police Operations Officer, Security Battalion,

Marine Corps Base, Quantico (MCBQ)

To: PET OWNER

Via: Commanding Officer, Security Battalion, MCBQ

Subj: ANIMAL INCIDENT/COMPLAINT WARNING LETTER

Ref: (a) MCBO 10570.2D

- 1. Under the guidelines of the reference, the Provost Marshal Office investigated and determined your pet, **PET DESCRIPTION** on **DATE**, was a nuisance.
- 2. Further complaints may require that you permanently remove the subject animal(s) from the confines of MCBQ.
- 3. If you have failed to register your pet(s), you are hereby directed to register all animals with the Vehicle Registration Office, Building 2034, Room 77 within 5 working days from the receipt of this letter. Failure to do so will automatically invoke the administrative action cited above.
- 4. All pet owners are required to comply with the reference cited above.

/Signature/

Copy to: Pet Owner's Bn Commander Command Inspector General	
I,	have read the above letter and
	Pet Owner's Signature

ENCLOSURE (2)

IMPOUND/RELEASE WAIVER AGREEMENT

Impounding Military Police/Civilian Police: Date/Time: _____ Adoption/Euthanasia Date:_____ Coat (Short/Long/Wiry/Smooth): _____ Tail (Docked/Long/Ring/Bushy): ______ Ears (Cropped/Pricked/Hound/Up): ______ Size (Small/Med/Lg/Pup/Kitten): ______ Color: _____ Markings: ____ Temperament: _____ Reason for Impound: Home Address: Received From: _____ SSN: _____ Home Phone: _____ Duty Station/Unit: _____ I certify that I do/do not own the above animal. Signature: Date/Time: As the owner of the above animal, I hereby relinquish custody of said animal to the Provost Marshal Office, to be disposed of in a humane manner per MCBO 10570.2D. I further certify that said animal has not bitten a human within the past 10 days. Signature: _____ Date/Time: _____